

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD REGULAR MEETING - **APPROVED** -
5151 Marsh Road, Okemos, MI 48864-1198
853-4000, Town Hall Room
TUESDAY, JANUARY 7, 2014 **6:00 P.M.**

PRESENT: Supervisor LeGoff, Clerk Dreyfus, Treasurer Brixie, Trustees Scales, Styka, Veenstra
(6:02 P.M.), Wilson
ABSENT: None
STAFF: Township Manager Frank Walsh, Director of Public Works and Engineering Ray
Severy, Police Chief David Hall, Fire Chief Fred Cowper, Director of Parks and
Recreation LuAnn Maisner

1. CALL MEETING TO ORDER
Supervisor LeGoff called the meeting to order at 6:00 P.M.
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
Supervisor LeGoff led the Pledge of Allegiance.
3. ROLL CALL
The secretary called the roll of the Board.
4. MOMENT OF SILENCE FOR MARY HELMBRECHT
5. PUBLIC REMARKS
Supervisor LeGoff opened and closed Public Remarks.
6. TOWNSHIP MANAGER REPORT
Manager Walsh reported on the following:
 - Okemos Library project has been completed and reopened January 2, 2014
 - Central Fire station is on the Planning Commission's agenda for January 13th and will likely be before the Board on February 4th
 - The Township will be clearing pathways and sidewalks over the next 24 hours in and around both Haslett and Okemos Schools
7. BOARD COMMENTS & REPORTS
Supervisor LeGoff announced that due to the inclement weather, the Joint Boards and Commissions portion of tonight's agenda has been cancelled and will be rescheduled in the near future.

Clerk Dreyfus spoke to the recent passing of the previous Meridian Township Clerk, Mary Helmbrecht who served as clerk for 14 years. He added she was instrumental in the creation and implementation of the Land Preservation Program and served as an active member on that Board for several years. Clerk Dreyfus announced a memorial service to honor her memory will be held at the Michigan State University (MSU) Alumni Chapel on Sunday, January 19th at 1:00 P.M.

Clerk Dreyfus mentioned an email he received from a concerned citizen stating the crosswalk signals at Marsh Road and Central Park Drive have not been functional since Marsh Road was repaved last summer. He believed there was an urgency to have this pedestrian safety issue resolved as quickly as possible. Clerk Dreyfus spoke to the idea of a public/private partnership for redevelopment of the Carriage Hills Shopping Center which was brought forward by a member of the public at the December 19th Meridian Economic Development Corporation meeting. He also addressed the food-hub concept which will be discussed at next week's EDC meeting.

Trustee Styka addressed the outstanding work by staff during the recent ice storm. He indicated Township Board members have reached an informal consensus to have the Township offer citizens a brush removal program.

Trustee Veenstra agreed with a letter in the Board packet from a resident which expressed disappointment that Michael Thomas was not reappointed to the Environmental Commission. He reported his attendance at the December 19th regular meeting of the Tri-County Regional Planning Commission.

Treasurer Brixie congratulated Mark Dantonio and Mark Hollis and the Michigan State University football team on their Rose Bowl win. Since Mr. Dantonio and Mr. Hollis are Township residents, she suggested the Board present them with an honorary resolution of appreciation for their contribution to the greater Lansing area. Treasurer Brixie attended the last Pension Board meeting and changes were made to the pension documents required by law. She noted these documents will come before the Board, possibly at its next meeting.

Trustee Wilson suggested byproduct synergy information be given out as part of the Planning Department's outreach to the business community.

Supervisor LeGoff spoke to a positive benefit from the recent ice storm and resulting power outage; that being one of a spirit of concern and cooperation amongst neighbors.

8. APPROVAL OF AGENDA

Treasurer Brixie moved to approve the agenda amended as follows:

- **Remove Agenda Item #7A**

Seconded by Trustee Wilson.

VOICE VOTE: Motion carried unanimously.

9. CONSENT AGENDA

Supervisor LeGoff reviewed the consent agenda.

Treasurer Brixie moved to adopt the Consent Agenda as amended. Seconded by Trustee Veenstra.

A. Communications

(1) Board Information (BI)

BI-1 John P. Gardner, Senior Manager, Government Affairs, Comcast, 1401 E. Miller Road, Lansing; RE: Channel changes effective December 18, 2013 and January 16 and 29, 2014

BI-2 Kathleen Donahue, 2221 Burcham Drive, East Lansing; RE: Lack of Board action to reappoint Michael Thomas to the Environmental Commission

(2) Commission Linkage (CL)

CL-1 Craig Allen, PO Box 4095, East Lansing; RE: Letter requesting non-renewal of appointment to the Meridian Economic Development Corporation (EDC)

CL-2 Marsha Madle, Chair, Meridian EDC; RE: Recommendation to appoint Christopher Burk to the vacancy on the EDC Board

(3) Regional Linkage (RL)

RL-1 Susan M. Pigg, Executive Director, Tri-County Regional Planning Commission, 3135 Pine Tree Road, Suite 2C, Lansing; RE: Confirmation of Trustee John Veenstra's continued appointment as the elected official delegate to the Tri-County Regional Planning Commission until November 20, 2016

Treasurer Brixie moved that the communications be received and placed on file, and any communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Trustee Veenstra.

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

B. Minutes

Treasurer Brixie moved to approve and ratify the minutes of the December 3, 2013 Regular Meeting as submitted.

Seconded by Trustee Veenstra.

Trustee Wilson offered the following friendly amendment:

- **Amend the first public comment section by adding a sentence at the end of Christine Tenaglia’s comment which reads: “As Meridian EDC liaison, Dr. Tenaglia addressed the importance of continuing to work in a positive way with Whole Foods and also to a concern about adequate signage expressed by Whole Foods.”**

The amendment was accepted by the maker of the motion.

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

C. Bills

Treasurer Brixie moved that the Township Board approve the Manager’s Bills as follows:

Common Cash		\$ 726,669.58
Public Works		\$ 137,099.79
Retainage		
- Ck #1068 – Mauldon-Kinewa Dr. Pathway		7,256.88
Total Checks		\$ 871,026.25
Credit Card Transactions		
- Township Purchases	14,882.60	
- Holiday Party Purchases-Donated Funds (Party for Township Children	7,170.09	22,052.69
Total Purchases		<u>\$ 893,078.94</u>
ACH Payments		<u>\$1,012,949.82</u>

Seconded by Trustee Veenstra.

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

[Bill List in Official Minute Book]

10. QUESTIONS FOR THE ATTORNEY (None)
11. HEARINGS (None)
12. ACTION ITEMS
Supervisor LeGoff opened and closed Public Remarks.

- A. Rezoning #13050 (Planning Commission) – Haslett Road, C-2 (Commercial) and PO (Professional Office) to RB (Single Family-High Density) – **Final Adoption**
Trustee Scales moved [and read into the record] NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby FINALLY ADOPTS Ordinance No. 2013-08, entitled “Ordinance Amending the Zoning District Map of the Charter Township of Meridian Pursuant to Rezoning Petition #13050” PO (Professional and Office) and C-2 (Commercial) to RB (Single Family-High Density).

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it is finally adopted at least once prior to the next regular meeting of the Township Board.

Seconded by Trustee Veenstra.

Board members discussed the following:

- Desirability to bring properties into conformance
- Rezoning allows homeowners to make improvements

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

13. BOARD DISCUSSION ITEMS

Supervisor LeGoff opened and closed Public Remarks.

A. 2014 Township Goals and Planning Objectives

Manager Walsh inquired as to how the Board wished to address the 2014 Goals and Objectives.

Board members discussed the following:

- Desire to add specificity to the planning of goals and objectives
- Desire to address goal setting at the January 11th Policy Governance Meeting
- Preference to have the Township Manager to compile and share all Board ideas prior to discussion at the Policy Governance Meeting
- Previous process to request staff prioritize ordinances and items currently being worked on
- Previous process in January was to review the Policy Governance outline and make changes where experience dictates
- The gathering of ideas for goal setting as a starting point at the January 11th Policy Governance Meeting
- Board had previously given the Township Manager established goals as part of his evaluation process
- Need for development of a document which lays out the process and defines the terminology to be used
- Suggestions from Boards and Commissions should be incorporated into the Township goals
- Suggestion to review ordinance amendments

It was the consensus of the Board to share members’ ideas with the Township Manager to be incorporated into a document to initially be discussed at the January 11th Policy Governance Meeting.

B. Emergency Preparedness Plan

Manager Walsh thanked both the Police and Fire Chief and staff, as well as the communications and IT departments, for their dedication, hard work and tireless efforts during the recent ice storm.

Emergency Management Coordinator Fred Cowper offered an overview of events during and after the recent ice storm. He addressed the emergency preparedness plan and noted the plan is continually monitored for improvements.

Police Chief Hall noted his department's efforts were primarily focused on traffic light outage, downed trees, branches and power lines and welfare checks. He reported 60 calls for service on Saturday and 156 calls on Sunday. Chief Hall reported many tree service companies were called upon to assist in the power restoration efforts. He spoke to the process involved with setting up a warming center in the Haslett High School late Monday morning, December 23rd. Chief Hall mentioned 90 homes in the Wardcliff neighborhood which were the last in the Township to have power restored. He expressed appreciation for the cooperative spirit which existed among police and fire personnel.

Board members discussed the following:

- Appreciation for setting up a warming center
- Suggestion to work through Tri-County Groundwater Management's hazardous material system to make minor updates to the emergency preparedness plan
- Appreciation for community members coming together to help each other
- For a major storm event, it is standard Township procedure to send grounds personnel out to plow in front of emergency vehicles which resulted in pathways not being cleared first
- Request for residents to be patient where clearing pathways is concerned
- Suggestion to compile a list of businesses who provided donations and were relied upon and bring a public formal recognition forward
- After action report can enhance the Township's emergency preparedness plan
- Four common elements of an after action report are: 1) what was done right; 2) what was done wrong; 3) what was learned and 4) how it can be improved
- Names contained in the emergency management organization are out of date and need to be corrected
- CEO designation in the emergency management organization was changed to the Township Manager a few years ago
- Township Manager needs to be National Incident Management System (NIMS) certified
- Board member request to have a meeting with the Fire Chief to review procedures
- Post incident analysis (PIA) is conducted after each major emergency
- Request for post incident analysis report to be given to Board members
- Suggestion to add a page to the emergency preparedness plan for prolonged power outages
- Board member inquiry if staff can assist power companies in clearing away brush
- Suggestion to have generators available to the public
- Suggestion to create a preparedness list for residences to utilize in the event of a lengthy power outage
- Belief that Consumers Energy could have reduced the potential impact of the ice storm by being proactive with its tree trimming program
- Board member request to receive data on the number of outages in the community
- Use of social media to receive citizen feedback on the number of outages
- Board member suggestion to pass a resolution requesting power companies earmark additional money to be spent on infrastructure and request other communities to follow suit
- Suggestion to work with Michigan State University (MSU) and both school districts to utilize their information system in the event of an emergency
- Suggestion to request a meeting with Consumers Energy and Board of Water and Light to have those entities share their emergency preparedness plan
- Press conference with Consumers Energy on Monday was attended by Township Board members and personnel
- Five key elements to emergency management: prevention, preparedness, mitigation, response and recovery
- Local government should always be an advocate for its residents
- Local government as an advocate to do whatever is necessary to prevent prolonged power outages; i.e., additional tree trimming, use of better equipment, etc.
- Underground electrical lines would not be affected during ice storms
- Board member suggestion in an email to hold a public hearing in Meridian Township where residents and stakeholders will be invited

C. Williamston City Recreation Services Agreement Renewal

Director of Parks and Recreation LuAnn Maisner recognized the hard work of the Township's public utility and grounds workers during the recent ice storm and winter snow storm.

Ms. Maisner summarized the history of recreation services provided to the City of Williamston by Meridian Township as outlined in staff memorandum dated December 30, 2013.

Board members and staff discussed the following:

- Need to cover both direct and indirect costs of providing the services to individuals outside of Meridian Township
- Agreement contains language that whatever costs are incurred will be reimbursed to the Township, so the Township is at no risk
- Benefit of regional cooperation
- Fee structure determines the cost per child
- Meridian Township has the infrastructure to provide recreational services to the residents of the City of Williamston
- Agreement is set on a yearly basis in order for Williamston to assess its recreational needs

It was the consensus of the Board to direct staff to move forward with the Williamston City Recreation Services Agreement.

14. PUBLIC REMARKS

Supervisor LeGoff opened Public Remarks.

Leonard Provencher, 5824 Buena Parkway, Haslett, requested the Board incorporate the Master Plan in its discussion of Policy Governance for better integration. He expressed support for the proposed after action review suggested during the emergency preparedness discussion. Mr. Provencher believed if Williamston uses the Township Board's recreational infrastructure, it should share in some of the millage cost.

Supervisor LeGoff closed Public Remarks.

15. FINAL BOARD MEMBER COMMENT

Trustee Veenstra reported he received a citizen request for the Policy Governance meeting on Saturday, January 11th to be televised.

Director of Public Works and Engineering Ray Severy noted eight of the Township's lift stations lost power during the recent ice storm. He indicated three person crews volunteered to alternate portable generators from station to station in order to have pumping activity. Director Severy noted utility workers have been working very long hours over the last four (4) days to plow snow and keep the Township safe.

16. ADJOURNMENT

Supervisor LeGoff adjourned the meeting at 7:52 P.M.

ELIZABETH LEGOFF
TOWNSHIP SUPERVISOR

BRETT DREYFUS
TOWNSHIP CLERK

Sandra K. Otto, Secretary